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18 December 1979

MEMORANDUM FOR: Deputy Director for Administration
FROM: Director of Central Intelligence
SUBJECT: Prompt Acknowledgment of Guest Speakers

A week ago today Bill Buckley spoke in our Auditorium. A thank you letter for my signature arrived in my office today. In the future I would like to get these letters sooner, but I don't want them written in advance, as they then would lack the personal touch which can only come from hearing what the speaker had to say and noting audience response. Please see what you can do about expediting the process.



STANSFIELD TURNER

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